

THE INSTITUTE OF CHARTERED ACCOUNTANTS OF PAKISTAN

Foundation Examinations Autumn 2009

September 10, 2009

**FUNCTIONAL ENGLISH**

(MARKS 100)

**Module A**

(3 hours)

Q.1 (a) State whether the underlined words in the following sentences are adjectives, adverbs or none of these.

- (i) The French town has an interesting history.
- (ii) Akram said that he was sincerely sorry for misusing the tax fund.
- (iii) He ran fast.
- (iv) This is a fast car.
- (v) You don't look well today.
- (vi) She performed well.
- (vii) Our mission was to save the human race.
- (viii) We sometimes get confused.
- (ix) She rarely eats a big breakfast.
- (x) This is an easy exercise.

(05)

(b) Select the correct answer for each of the following sentences.

1. Which kind of word can an adverb describe?
  - (i) pronoun      (ii) preposition      (iii) adjective      (iv) conjunction
2. Adverbs are most often used to give more information about.
  - (i) subjects      (ii) verbs      (iii) nouns      (iv) prepositions
3. Which of the following contains an adverb?
  - (i) full house      (ii) was dirty      (iii) very funny      (iv) early morning
4. Which of the following is not a part of speech?
  - (i) article      (ii) conjunction      (iii) verb      (iv) interjection
5. What is the most common ending for adverbs?
  - (i) -ive      (ii) -ate      (iii) -tion      (iv) -ly
6. How many adverbs are in "I really woke up too early this morning"?
  - (i) 1      (ii) 2      (iii) 3      (iv) 4

(03)

Q.2 (a) Complete the following sentences with a suitable reflexive / personal pronoun:

- (i) He rewarded \_\_\_\_\_ with an ice-cream.
- (ii) They agreed amongst \_\_\_\_\_ that they would not tell anyone.
- (iii) My uncle works in a factory, \_\_\_\_\_ says \_\_\_\_\_ is a noisy place.
- (iv) \_\_\_\_\_ can swim because \_\_\_\_\_ has webbed feet.
- (v) When the dog chased Murad, \_\_\_\_\_ ran as fast as \_\_\_\_\_ could.

(04)

(b) Fill in the blanks with the most appropriate conjunctions given below:  
**whereas, or, because, although, even though, unless, so, after, when ,while**

- (i) \_\_\_\_\_ it was raining, I didn't get wet.
- (ii) Sara got the job \_\_\_\_\_ she had no experience.
- (iii) I saw him leaving an hour \_\_\_\_\_ two ago.
- (iv) \_\_\_\_\_ my wife likes to travel abroad, I prefer to stay at home for my vacations.
- (v) I will be late today, \_\_\_\_\_ my car has broken down.
- (vi) You cannot be a lawyer \_\_\_\_\_ you have a law degree.
- (vii) Use damp strings \_\_\_\_\_ tying up parcels.
- (viii) I often listen to music \_\_\_\_\_ working.
- (ix) We were getting tired \_\_\_\_\_ we stopped for a rest.
- (x) Put this on \_\_\_\_\_ shaving and you will smell wonderful. (05)

Q.3 Match the words given below with their nearest meanings:

- |                  |  |
|------------------|--|
| (i) Exploit      | (a) wealth and luxury                                |
| (ii) Gullible    | (b) charge with a crime                              |
| (iii) Unilateral | (c) easily persuaded to believe something            |
| (iv) Frugal      | (d) touchable  |
| (v) Tangible     | (e) economical                                       |
| (vi) Apathy      | (f) complete failure                                 |
| (vii) Indict     | (g) performed by a single person                     |
| (viii) Opulence  | (h) take advantage of                                |
| (ix) Wary        | (i) lack of interest or enthusiasm                   |
| (x) Debacle      | (j) cautious <span style="float: right;">(05)</span> |

Q.4 Replace the underlined words in the following sentences with the correct synonym:

1. There are many small pieces in the yard.  
(a) provisions (b) edibles (c) bits (d) products
2. Naeem gave a plausible excuse for losing all his money.  
(a) believable (b) unbelievable (c) problematic (d) costly
3. They tend to evade the issues skillfully.  
(a) conquer (b) explore (c) profit (d) avoid
4. He speaks of bare truth when he speaks about man.  
(a) embellished (b) simple (c) decorated (d) mere
5. Raza came out of the boss's office with a dour expression on his face.  
(a) cheerful (b) sarcastic (c) serious (d) unpredictable (05)

Q.5 (a) Complete the following sentences using the appropriate tense of the verb:

- (i) Azam \_\_\_\_\_ that somebody \_\_\_\_\_ his younger brother. (guess, advise)
- (ii) My guests \_\_\_\_\_ before I \_\_\_\_\_. (go, return)
- (iii) When he \_\_\_\_\_ out of cinema house, the rain \_\_\_\_\_. (come, stop)
- (iv) The train \_\_\_\_\_ before he \_\_\_\_\_ the station. (leave, reach)
- (v) Jamal \_\_\_\_\_ ill yesterday, so he \_\_\_\_\_ not \_\_\_\_\_ the school. (is, can, attend)
- (vi) Moazzam \_\_\_\_\_ simple and \_\_\_\_\_ easily \_\_\_\_\_. (is, can, trick) (07)

(b) Write the superlative form of the following:

- |           |                  |                |                 |             |
|-----------|------------------|----------------|-----------------|-------------|
| (i) spicy | (ii) interesting | (iii) northern | (iv) annoying   | <b>(04)</b> |
| (v) far   | (vi) wet         | (vii) little   | (viii) vertical |             |

**Q.6** According to the estimates of World Health Organization, there are approximately 1.1 billion smokers in the world, about one-third of the global population aged 15 years and over. Given the gravity of tobacco-related diseases, this represents a massive burden on the world's healthcare systems. The figures related to the economic and social cost of tobacco abuse do not include the ill-effects suffered by passive smokers, persons inhaling the tobacco smoke from others. Surveys undertaken in Pakistan indicate that there are at least 22 million smokers in the country and countless others who use the substance in hukkas, shishas or in the form of chewing tobacco. While the government reportedly earns Rs. 38 billion a year, from the tobacco industry, this must be offset by the drain on the country's healthcare system which is likely to be far greater. The economic costs of tobacco-related illnesses have never been fully tabulated in Pakistan yet they are virtually certain to be colossal. Tobacco use thus puts unnecessary pressure on the subsidized state healthcare system, which is already notoriously overstretched and under-funded. At the same time, tobacco use also leads to a tangible drop in the financial comfort and quality of life of the citizens. Each pack bought as well as the treatment of consequential illness, represents a burden on household incomes.

These factors combine, meanwhile, to significantly affect the productivity levels of the workforce at a time when the country faces grave economic challenges and suffers the knock-on effects of a global recession. Distressingly, the rate of tobacco abuse appears to be growing in Pakistan, even amongst the educated young who are increasingly taking to the habit while in school or college. It is imperative that stricter measures be taken to control this menace. Earlier efforts such as banning smoking on public transport and discouraging the glamorization of the habit in the media had yielded some results. More must be done, however. Tobacco use must be banned in public areas and most importantly, regulations restricting the sale of tobacco to minors must be stringently enforced. Meanwhile, the citizenry must be educated about the dangers of using the substance in any form as there is no safe way of smoking.

- |   |             |
|---|-------------|
| (a) Give a suitable title to the passage.   | <b>(01)</b> |
| (b) What does a passive smoker mean?  | <b>(01)</b> |
| (c) State four types of measures which can be taken to control the menace of tobacco as mentioned in the above paragraph. | <b>(02)</b> |
| (d) How much does the government earn annually from tobacco industry?   | <b>(01)</b> |
| (e) How is the use of tobacco affecting our citizenry and health care system?   | <b>(02)</b> |
| (f) Write a précis of 110 - 120 words.  | <b>(08)</b> |

**Q.7** Punctuate the following paragraph:

smart managers recognize the needs of free agents by engaging in practices that say I'll meet your needs I expect you to meet mine Lets work together free agents want flexibility to move through organizational systems without being locked in to one department they want to be recognized and valued for the talents they bring and for results achieved they prefer teams in which they can realise a more selfdirected environment than they can in a single job reporting to a supervisor while rewards are important so too are responsibility respect recognition and relationships moreover because of their concern for independence and marketability they have a critical need to protect their reputation they gravitate to assignments that enhance their standing in the estimation of others

**(05)**

- Q.8 It is the height of selfishness for men, who fully appreciate in their own case the great advantage of a good education, to deny these advantages to women. There is no valid argument by which the exclusion of the female sex from the privilege of education can be defended.

Your best friend Akmal is unfortunately allured by the conception that women have their domestic duties to perform, and that, if they were educated, they would bury themselves in their books and have little time for attending to the management of their households. He therefore wants to stop his daughter from pursuing further education.

Being concerned with his prophecy, you are required to write a letter to him, explaining the benefits of women education. Assume that your name is Ilyas. **(11)**

- Q.9 “Food is essential to life. It is a reflection of various factors, including people’s culture, history, socio-economic status and education. Food is eaten primarily to provide the body with nutrients needed to sustain life.”

You are required to construct a dialogue between Kumail and Munaf who are debating on the types of food which should be consumed. The dialogue should comprise of four logical arguments from each person. Assume that Kumail is a vegetarian, whereas Munaf believes that a meat-based diet is important for good health. **(08)**

- Q.10 Change the following from Direct Speech to Indirect Speech:

- (i) Karim asked, “Where is Moin?”
- (ii) Saeed: “How much pocket money does Raheel get?”
- (iii) “The sun rises from the east,” said my teacher.
- (iv) “My father is a doctor. My mother is an engineer,” he told us.
- (v) He said, “I have eaten my lunch.”
- (vi) “Shakir, do you prefer tea or coffee?” she asked.
- (vii) She said, “I am doing a degree course at the university.”
- (viii) “Have you been shopping?” he asked us.
- (ix) “Don't make so much noise,” he said.
- (x) My father said to me, “Don't waste your money.”
- (xi) “Baber, stop smoking,” she said.
- (xii) My friend said to me. “Don't be late tomorrow.”
- (xiii) “Meet me at the cinema,” he said.
- (xiv) He asked me, “When will the train arrive?” **(07)**

- Q.11 Write an essay of approximately 350 words on any **one** of the following topics. Word count carries marks.

- (a) A friend in need is a friend indeed
- (b) Helping the homeless: charity begins at home
- (c) Mobilization of wealth is key to economic prosperity **(16)**

**(THE END)**